



Community Development Department  
**Building & Safety Division**

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**Policy No.:** BDP 3  
**Effective:** January 1, 2014  
**Revised Date:** August 27, 2013  
**Initiated By:** Kenneth C. Petersen, P.E.  
**Approved By:** Gregory A. Shreeve, Sr., Chief Building Official  
**Subject:** Re-Roof Inspections

Chapter 15 of the 2013 California Building Code (Volume 1) and the Dublin Municipal Code

A. General Requirements:

1. The applicant will arrange for an inspection at the appropriate phase of the construction, by contacting the City Building & Safety Division.
2. The permit applicant is required to provide safe access to the roofing surface, including an approved ladder, meeting Cal OSHA, California Occupational Safety & Health Administration, standards for all inspections.

B. In-Progress Inspections (for battens, insulation and final completion verification):

1. The applicant will arrange for an "in progress" inspection, to confirm all dry rot material has been removed.
2. If the "in-progress" inspection is not approved, or if only minor corrections are needed, the Building Inspector will leave a correction notice and inform the applicant to call for a re-inspection when the noted corrections have been completed.

C. Final Inspection:

The applicant will arrange for a final inspection when the re-roofing project has been completed. If all work is complete and meets the building code requirements as well as our DMC requirements, the Building Inspector will sign off the work as "completed".